

CANNON BUILDING  
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STATE OF DELAWARE  
**DEPARTMENT OF STATE**

DIVISION OF PROFESSIONAL REGULATION

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| <b>PUBLIC MEETING MINUTES:</b> | <b>REAL ESTATE EDUCATION COMMITTEE</b>                                 |
| <b>MEETING DATE AND TIME:</b>  | <b>Wednesday, February 5, 2009 at 9:30 a.m.</b>                        |
| <b>PLACE:</b>                  | 861 Silver Lake Boulevard, Dover, Delaware<br><b>Conference Room A</b> |
| <b>MINUTES APPROVED</b>        | March 5, 2009  |

**MEMBERS PRESENT**

Michael L. McGavisk, New Castle County, Professional Member, Chairperson, Presiding  
Edward T. Hammond, Jr., Kent County, Professional Member, Vice Chairperson  
Susan Mills, Sussex County, Professional Member  
Barbara Mitchell, Sussex County, Public Member  
Roger Truemper, Esquire, New Castle County, Public Member  
Larry Tims, New Castle County, Professional Member  
Karen Hamilton, Sussex County, Professional Member  
Geri Parisi, New Castle County, Professional Member  
Tim Riale, Sussex County, Professional Member

**MEMBERS ABSENT**

Frani Melda, Kent County, Professional Member  
Linda Brannock, Kent County, Professional Member

**DIVISION STAFF**

Shauna Slaughter, Administrative Specialist II

**CALL TO ORDER**

Mr. McGavisk called the meeting to order at 9:41 a.m.

**Motion to Amend Agenda**

Mr. Hammond made a motion, seconded by Ms. Hamilton, to amend the agenda to add item 4.4.15, a student CE request from Stephen Cleary. Motion unanimously carried.

**REVIEW OF MINUTES**

A motion was made by Ms. Hamilton, seconded by Mr. Tims, to approve the January 6, 2009 minutes as amended. Motion carried with Ms. Mills and Ms. Mitchell abstaining.

**UNFINISHED BUSINESS**

### Discussion Regarding Course Monitor Responsibilities

At the January Education Committee meeting the Committee discussed the need to add language to the Education Guidelines which would better define the responsibilities of a course monitor. Ms. Parisi and Mr. Tims presented a list of proposed monitor requirements to add the Education Guidelines. The Committee suggested some minor changes in the language. Ms. Parisi will update the list with the suggested changes and email Ms. Slaughter. A final draft will be reviewed at the March Committee meeting.

## **NEW BUSINESS**

### Review of Letters of Intent and Course Evaluations

All Letters of Intent and course evaluations were accepted as submitted.

### Review of Course Provider Applications

A motion was made by Ms. Mills, seconded by Ms. Mitchell, to recommend to the Real Estate Commission approval of the following items as noted below. Motion unanimously carried.

#### Course Provider: Sussex County Association of Realtors

|               |  |                 |
|---------------|--|-----------------|
| Course Title: | How to Recover from a Flood (Understanding Water Migration Techniques) | <b>Approved</b> |
| Credit Hours: | 3  |                 |
| Course Title: | Intro to Hewlett-Packard 12-C Financial Calculator                     | <b>Approved</b> |
| Credit Hours: | 6  |                 |
| Course Title: | Procuring Cause  | <b>Approved</b> |
| Credit Hours: | 3  |                 |
| Course Title: | Real Property – Long Term/Short Term Rentals                           | <b>Approved</b> |
| Credit Hours: | 3  |                 |
| Course Title: | At Home with Diversity   | <b>Approved</b> |
| Credit Hours: | 3  |                 |

#### Course Provider: Delaware School of Real Estate

|               |   |                 |
|---------------|---|-----------------|
| Course Title: | The Code of Ethics – The Promise of Professionalism | <b>Approved</b> |
| Credit Hours: | 3   |                 |
| Course Title: | Understanding the Agreement of Sale                 | <b>Approved</b> |
| Credit Hours: | 3   |                 |
| Course Title: | Sales Licensee Core Course                          | <b>Approved</b> |
| Credit Hours: | 3   |                 |

#### Course Provider: Omega Real Estate School

|               |                                 |                 |
|---------------|---------------------------------|-----------------|
| Course Title: | Real Estate Prelicensing Course | <b>Approved</b> |
| Credit Hours: | 99                              |                 |
| Course Title: | Let's Get it Right              | <b>Approved</b> |
| Credit Hours: | 3                               |                 |

#### Course Provider: Kent County Association of REALTORS

|               |                                     |                 |
|---------------|-------------------------------------|-----------------|
| Course Title: | Affordable Housing Finance in a Box | <b>Approved</b> |
| Credit Hours: | 3                                   |                 |

#### Course Provider: JP Morgan Chase Bank NA/Chase Home Lending

|               |  |                 |
|---------------|--|-----------------|
| Course Title: | Affordable Housing Finance in a Box: FHA, RHS, and DSHA for Realtors | <b>Approved</b> |
| Credit Hours: | 3  |                 |

#### Course Provider: Frederick Academy of Real Estate

|               |                                       |                 |
|---------------|---------------------------------------|-----------------|
| Course Title: | Agency: The Times they are a Changing | <b>Approved</b> |
|---------------|---------------------------------------|-----------------|

Credit Hours: 3  
Course Title: Environmental Issues **Approved**  
Credit Hours: 3  
Course Title: Risk Management **Approved**  
Credit Hours: 3  
Course Title: Understanding the New Bankruptcy Reform Act **Approved**  
Credit Hours: 3

Course Provider: Ward & Taylor LLC

Course Title: Differences Between DE & PA Real Estate Transactions **Approved**  
Credit Hours: 3  
Course Title: Hot Topics in Real Estate **Approved**  
Credit Hours: 3

Course Provider: Association of Realtors School

Course Title: E-Buyer **Approved**  
Credit Hours: 7  
Course Title: Flips, Frauds and Foreclosures **Approved for 3 hours**  
Credit Hours: 3.5  
Course Title: Green Designation **Approved**  
Credit Hours: 12  
Course Title: Real Estate Finance **Approved**  
Credit Hours: 30  
Course Title: Real Estate Sales **Approved**  
Credit Hours: 30  
Course Title: Valuation of Residential Property **Approved**  
Credit Hours: 30

Review of Instructor Applications

A motion was made by Mr. Truemper, seconded by Ms. Hamilton, to recommend to the Real Estate Commission approval and denial of the following items as noted below. Motion unanimously carried.

Ruth Vella **Approved**

Continuing Education: Legislative Update/Salesperson Core Course/Broker  
Core Course/DREC Property Management Course/Professional  
Enhancement: Closing Techniques/Using Single Family Homes for  
Investment/Getting the Transaction to Settlement/ Nonverbal Sales  
Strategies & Effective Listening Techniques/Obtaining and Retaining  
Listings/Agony & Ecstasy of Co-Broking  
Pre-Licensing Course: Orientation/Real Estate Sales  
Broker's Course: Brokerage (Sales Management)/Real Estate  
Documents/Valuing Real Property/Ethics/Legal and Governmental  
Aspects of Real Estate/Real Estate Investment

George Brancati **Approved**

Continuing Education: Salesperson Core Course  
Pre-Licensing: Real Estate Law

Matthew Odachowski **Approved**

Continuing Education: Professional Enhancement: Water  
Restoration/Fire/Mold/Disaster Clean-up

Bonnie Sheer **Approved**

Pre-Licensing: Real Estate Law  
Broker's Course: Real Estate Documents/Legal and Governmental Aspects  
of Real Estate

Cathleen Pettee **Approved**

Continuing Education: Professional Enhancement: Affordable Lending and/or  
FHA & VA Lending

Carol Martin **Cannot Teach Delaware Law – Also cannot teach Agency Relationships and  
Responsibilities, Salesperson Core Course, or Brokerage (Sales Management)  
because she is not a Delaware Broker**

Continuing Education: Legislative Update/ Fair Housing Law/Real Estate Ethics  
or Professional Standards/Agency Relationships and Responsibilities/  
Salesperson Core Course

Pre-Licensing: Orientation/Real Estate Sales

Broker's Course: Brokerage (Sales Management)

Joseph Summers **Approved Contingent – Need documentation showing that Mr. Summers has  
Taken the Broker Core Course after July 1, 2007**

Continuing Education: Real Estate Ethics or Professional Standards/Agency  
Relationships and Responsibilities/Salesperson Core Course/Broker Core  
Course/Property Management Courses

Pre-Licensing: Orientation/Real Estate Sales/Real Estate Mathematics

Broker's Course: Brokerage (Sales Management)/Real Estate Documents/  
Valuing Real Property/Financing/ Real Estate Investment/Ethics/  
Mathematics

Laura Lord **Denied – Does not meet instructor requirements in Education Guidelines**

Continuing Education: FHA Loans/Delaware State Housing Authority Bond  
Program/Rural Housing Loans

Sharon Palmer **Approved**

Continuing Education: Professional Enhancement: Rental Agent Road to  
Success I/ Rental Agent Road to Success II/Landlord Tenant/Property  
Management/Real Property – Short Term Rentals

Sherri Vandyke **Approved**

Continuing Education: Professional Enhancement: How to Recover from Flood  
(Understanding Water Mitigation Techniques)

Thomas Morse **Denied – Does not meet instructor requirements in Education Guidelines**

Continuing Education: Professional Enhancement: How to Recover from Flood  
(Understanding Water Mitigation Techniques)

#### Review Student Requests for Approval of Educational Activity

A motion was made by Mr. Tims, seconded by Mr. Hammond, to recommend to the Real Estate Commission approval and denial of the following items as noted below. Motion unanimously carried.

Student Name: Kenneth Schatz **Approved for 4 hours**  
Activity Title: Legal, Ethics, Fair Housing (Maryland CE)  
Credit Hours: 7.5

Student Name: David Whittington Jr. **Approved**  
Activity Title: Ethics, Predatory Lending, Flipping Seminar (Maryland CE)  
Credit Hours: 3

Student Name: Guy Alosa Jr. **Approved**  
Activity Title: Taxation and Due Process of Law  
Credit Hours: 3

Student Name: Guy Alosa Jr. **Approved**  
Activity Title: Flips, Frauds and Foreclosure  
Credit Hours: 3

Student Name: Guy Alosa Jr. **Approved**  
Activity Title: Taxation for the Real Estate Professional  
Credit Hours: 3

Student Name: Guy Alosa Jr. **Approved**  
Activity Title: Subdivision and Land Development  
Credit Hours: 3

Student Name: David Schatz **Approved**  
Activity Title: Representing the E-Buyer  
Credit Hours: 7

Student Name: Marni Schatz **Approved**  
Activity Title: Mortgage Fraud  
Credit Hours: 7

Student Name: Kenneth Schatz **Approved**  
Activity Title: Mortgage Fraud  
Credit Hours: 7

Student Name: Pamela Cox **Approved**  
Activity Title: "Marketing & Selling Successfully to the Changing Marketplace"  
Credit Hours: 7

Student Name: Pamela Rivera **Approved**  
Activity Title: "Marketing & Selling Successfully to the Changing Marketplace"  
Credit Hours: 7

Student Name: Karen Sieber **Approved**  
Activity Title: "Marketing & Selling Successfully to the Changing Marketplace"  
Credit Hours: 7

Student Name: Don Dworkin **Approved**  
Activity Title: Environmental Issues to Include Lead Based Paint, Radon, Mold and Asbestos  
Credit Hours: 3

Student Name: Don Dworkin **Denied – Maryland Specific**  
Activity Title: Maryland Code of Ethics, Flipping and Predatory Lending  
Credit Hours: 3

Student Name: Stephen Cleary **Approved**  
Activity Title: "Marketing & Selling Successfully to the Changing Marketplace"  
Credit Hours: 7

#### Election of Officers

Mr. Tims made a motion, seconded by Mr. Hammond, to elect Mr. McGavisk as Chairperson. Motion

unanimously carried. Ms. Mitchell made a motion, seconded by Ms. Hamilton, to elect Mr. Tims as Vice Chairperson. Motion unanimously carried.

### **Correspondence**

#### **Review Fax from Elaine Cerrato Regarding Maryland Short Sales Seminar**

The Education Committee reviewed a fax from Elaine Cerrato in which Ms. Cerrato is asking if she can get CE credit for a Short Sales course that is being offered in Maryland. The Committee ruled that the course would count as elective credit for her Delaware license renewal.

### **Other Business Before the Committee** (for discussion only)

Ms. Slaughter advised the Committee that Dee Carroll has resigned from the Education Committee and that a new Kent County public member is needed to fill the vacancy.

The Committee welcomed new member Tim Riale to the Education Committee.

### **Public Comment**

There was no public comment.

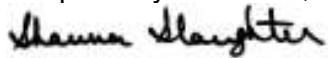
### **Next Scheduled Meeting**

The next meeting will be held on Thursday, March 5, 2009 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

### **Adjournment**

There being no further business, Mr. Riale made a motion, seconded by Ms. Hamilton, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 11:22 a.m.

Respectfully submitted,



Shauna Slaughter  
Administrative Specialist II